

The Board of Education, Downers Grove Grade School District 58, DuPage County, Illinois met in regular session on Monday, August 10, 2015, at the Administrative Service Center.

1. CALL TO ORDER/ROLL CALL

The President called the meeting to order at 7:00 p.m. and announced that it was the regular monthly meeting of the District 58 Board of Education. Members present: President John D. Cooper; Vice President Doug Purcell; and Members Lupescu and Sigale. Members absent: Diehl and Miller. Also in attendance were Kari Cremascoli, Superintendent; Jayne Yudzentis, Assistant Superintendent for Personnel; Jessica Stewart, Assistant Superintendent for Special Services; Matthew Rich, Assistant Superintendent for Curriculum and Instruction; Lorie Pilster, Director of Business Services; James Popernik, Controller; Richard Bubula, Director of Buildings and Grounds; James Eichmiller, Director of Innovative Technology and Learning; Megan Hewitt, Coordinator of Community Relations; and Pamela A. Osika, Board Secretary. Attending this meeting were at least three visitors. (Visitors' Roster attached to official minutes.)

2. FLAG SALUTE

The audience was led in the pledge to the flag by President Cooper.

3. NON-ACTION REPORTS

A. "Spotlight on our Schools" – SQUIRREL ~ Using Data to Improve and Support Student Learning

Director of Innovative Technology and Learning James Eichmiller and Assistant Superintendent for Curriculum & Instruction Dr. Matt Rich gave a presentation to the Board on SQUIRREL (Student Quality & Universal Information for Recording and Reporting Educational Learning). SQUIRREL is an innovative and secure data portal that will give parents and teachers insight into each student's academic performance and growth. District 58 gathers student data from a variety of sources and assessments, including NWEA MAP, AIMSweb, ACCESS, Renzulli, Longitudinal Report Cards, and PARCC (when released this fall). The District previously lacked a way to make all of this data easily accessible and simple to parse for educators to improve learning and make it simple for students and parents to understand. Mr. Eichmiller and Dr. Rich explained how the system was developed by District 58 staff, pointed out financial savings to the District, talked about security concerns, and shared how a series of short instructional videos are being made available to parents and teachers to help them understand how to use the system.

B. "Spotlight on our Schools" – Proposed Spotlights for 2015-2016

The Board spotlights scheduled for the 2015-2016 school year were previewed. Spotlights are tied to the Strategic Goals Action Plan.

4. COMMUNICATIONS

- A. Letter of resignation from Jim Paul
- B. Thank you note from Paula Thomas
- C. Member Lupescu shared a verbal communication from the Buerger Family, expressing gratitude for two great years at Herrick.

5. REPORTS TO THE BOARD

A. Superintendent

Superintendent Kari Cremascoli reported that, as listed under Communications, Board Member Jim Paul submitted his resignation and the process has begun to seek a replacement. The District is now using the new administrative software from which financial reports to the Board were generated this month. A new IEP reporting system will be launched in January 2016. District 58 hosted SAMRi Teacher Camp on July 29th and this professional development opportunity for teachers was a success. Student registration for the 2015-2016 school year is nearly complete. Furniture delivery for the Optional Kindergarten Enrichment and Enhancement Program (OKEEP) has been delayed. Summer learning opportunities continue and a celebration for summer book club participants is planned for August 20th. New Teacher Week begins on August 17th and all teachers are scheduled to return on Monday August 24th starting with the Opening Day Workshop at the Tivoli Theater. An invitation was extended to Board members to attend this event. The 2015 Annual Report to the Community has been posted online and printed copies will be mailed to District 58 families. The Superintendent made note of SB318, which recently passed the Senate. If approved in its current form, it will enact a two-year tax freeze.

B. Monthly Business

The Board received the monthly investment report, the summary report, and the revenues and expenditures by function report for the month ending July 31, 2015. Controller James Popernik reported that District 58 received final payment from the State for FY15. In addition, the District received approximately \$553,000 from SASSED. Both of these payments will be reported in the FY15 audit, which will bring the 2014-2015 revenue budget close to its projected target. It was noted that financial reports have a new look this month with the implementation of new administrative software. As time goes on, the Business Office plans to create a summary report for easier interpretation.

C. Treasurer's Report

Controller James Popernik reported that the Business Office experienced difficulty balancing the Treasurer's Report with the new administrative software system. The Business Office will continue to work in cooperation with District 58's treasurer to balance this report and plans to submit a corrected version to the Board in September.

D. Policy Committee

The Policy Committee did not meet in July.

- E. Legislative Committee
The Legislative Committee did not meet in July.
- F. Financial Advisory Committee
The Financial Advisory Committee did not meet in August.

6. DISCUSSION

- A. Board Community Engagement
The Board discussed the continuation and scheduling of Board building tours and coffees with staff. Board members shared their thoughts regarding these Board events and their value. It was suggested that building tours be scheduled in coordination with PTA meetings. In addition, Board members could attend the PTA Presidents/Administrators meetings scheduled each fall and spring if their calendars allow. A schedule will be drafted and shared with Board members to review.

There was also a brief discussion regarding Board member training and the possibility of planning a training opportunity for Board members in cooperation with District 99 and other nearby school districts.

- B. Downers Grove Plan Commission Membership
The Downers Grove Plan Commission ordinance provides that one non-voting member may be nominated by joint action of District 58 and District 99. Both school districts have determined they want to nominate a member to the Plan Commission. District 99 School Board Member Michael Davenport served as the representative to the Plan Commission from July 1, 2014 to June 30, 2015. District 58 Board Member Sallie Lupescu volunteered to represent the school districts during the 2015-2016 school year. This item will appear on the September Board agenda.

7. RECEPTION OF VISITORS

There were no comments or questions from members of the audience at this time.

8. APPROVAL OF MINUTES

Member Purcell moved and Member Sigale seconded the motion to approve the minutes of the July 13, 2015 regular meeting as presented.

VOICE VOTE (*Member Lupescu Abstained*)

Motion carried

9. CONSENT AGENDA

There being no request for individual consideration of any items on the consent agenda, the President stated that a motion would be in order relative to items on the consent agenda, consisting of the Personnel Report and Financial Statements consisting of the List of Bills and Summary. Member Lupescu moved and Member Purcell seconded her motion to approve the following items:

A. Personnel

The appointment of one certified teacher and one school social work intern; the change of assignment for one certified teacher; the resignation of three certified teachers and seven educational support personnel employees; the rehire/appointment of 16 instructional assistants; the transfer of assignment of six instructional assistants; the retirement of one educational support personnel employee effective May 2016; and 2015-2016 substitute teacher pay rates.

B. Financial Reports

The list of bills and payroll totals as shown on the list submitted under the date of July 31, 2015 in the total amount of \$3,306,031.22 and direct that they be so entered in the minutes and orders drawn for their payment in accordance with the following summary and that the President and Secretary be authorized to certify the list to the School Treasurer.

**BOARD OF EDUCATION DISTRICT 58
SUMMARY PAGE JULY 31, 2015
LIST OF BILLS & EXPENDITURES**

EDUCATION FUND

List of Bills & Revolving Fund	\$1,380,801.62
Gross Payroll	\$211,138.62

BUILDING FUND

List of Bills & Revolving Fund	\$264,490.95
Gross Payroll	\$178,454.98

BOND & INTEREST FUND

List of Bills & Revolving Fund	\$450.00
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TRANSPORTATION FUND

List of Bills & Revolving Fund	\$323,995.56
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IMRE

List of Bills & Revolving Fund	\$0.00
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MEDICARE

List of Bills & Revolving Fund	\$0.00
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SITE & CONSTRUCTION I FUND

List of Bills & Revolving Fund	\$158,431.00
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SITE & CONSTRUCTION VIII

List of Bills & Revolving Fund	\$0.00
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WORKING CASH

List of Bills & Revolving Fund	\$0.00
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FIRE & LIFE SAFETY FUNDS

List of Bills & Revolving Fund	\$0.00
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MEDICAL INSURANCE RESERVE FUND

List of Bills & Revolving Fund	\$788,268.49
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EDCO GENERAL EDUCATION FUND

List of Bills & Revolving Fund	\$0.00
Gross Payroll	\$0.00

SINKING FUND

List of Bills & Revolving Fund	\$0.00
Gross Payroll	\$0.00

Total	\$3,306,031.22
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ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
NAYS: None Motion carried

(Copy of Treasurer's Report and Financial Statements
attached to official minutes)

10. RECOMMENDATIONS FOR ACTION

A. Strategic Goals Action Plan 2015-2016

Member Purcell moved and Member Sigale seconded his motion to adopt the 2015-2016 Strategic Goals Action Plan as listed in the agenda materials. (Attachment 08/10/15 A)

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
NAYS: None Motion carried

B. Serious Hazardous Recommendations

Member Lupescu moved and Member Purcell seconded her motion to designate the areas listed below as hazardous for 2015-2016, which makes students who reside within the designated areas eligible for fee-based transportation services even though they live within the one and one half mile limit (K-8):

- El Sierra attendance area:
√ East of Fairview Avenue.
- Fairmount attendance area:
√ East of Fairview Avenue.
- Henry Puffer attendance area:
√ South of railroad tracks; and
√ Cross Street from 'S' curve to Haddow Avenue.
- Highland attendance area:
√ North of 39th Street; and
√ East of Fairview Avenue.
- Hillcrest attendance area:
√ North of 55th Street.

- Indian Trail attendance area:
 - ✓ Belmont Avenue from 60th Street south to 63rd Street;
 - ✓ Woodward Avenue from 55th Street to 5912 South Woodward;
 - ✓ Pershing Avenue from 55th Street to 59th Street;
 - ✓ South of 63rd Street; and
 - ✓ 5900 & 5901 Pershing Avenue.
- Herrick attendance area:
 - ✓ North of Ogden Avenue; and
 - ✓ South of the railroad tracks.
- O'Neill attendance area:
 - ✓ South of 63rd Street; and
 - ✓ West of Main Street.
- St. Joseph's attendance area:
 - ✓ North of Ogden Avenue and south of the railroad tracks.
- St. Mary of Gostyn attendance area:
 - ✓ North of Ogden Avenue and south of the railroad tracks.

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
 NAYS: None Motion carried

C. Contract - Pediatric Services of America

Member Lupescu moved and Member Purcell seconded her motion to approve the agreement with Pediatric Services of America to provide contractual nursing services to one student in District 58.

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
 NAYS: None Motion carried

D. SASED - Room Rental Agreement

Member Purcell moved and Member Sigale seconded his motion to approve the agreement between the Board of Education of Downers Grove Grade School District #58 and School Association for Special Education in DuPage County (SASED) commencing on August 11, 2015 and continuing until August 10, 2016.

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
 NAYS: None Motion carried

E. Vortex Enterprises, Inc. - Change Order #1

Member Sigale moved and Member Purcell seconded her motion to approve Change Order #1 to Vortex Enterprises, Inc. for flooring work at Belle Aire and El Sierra Schools during the summer of 2015 for an additional cost of \$2,614.00 for the new contract amount of \$181,855.00.

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
 NAYS: None Motion carried

11. RECEPTION OF VISITORS

There were no comments or questions from members of the audience at this time.

12. ANNOUNCEMENTS

President Cooper announced the following dates:

Monday, August 24	Budget Workshop 7:00 p.m. Longfellow Center
<i>Tuesday, September 15</i>	Regular Board Meeting & Budget Hearing 7:00 p.m. Longfellow Center
Tuesday, September 22	Policy Committee Meeting 7:00 a.m. Administrative Service Center

13. CLOSED SESSION

Member Lupescu moved and Member Purcell seconded the motion to move to closed session for the purpose of discussing matters relating to

- the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the District; 5 ILCS 120/2(c)(1);
- the selection of a person to fill a public office, including a vacancy in a public office, when the District is given power to appoint under law or ordinance, or the discipline, performance, or removal of a public official when the District is given the power of removal by law or ordinance; 5 ILCS 120/2(c)(3);
- litigation, when an action against, affecting or on behalf of the District has been filed and is pending before a court or administrative tribunal, or when the District finds that an action is probable or imminent, in which case the basis for the finding shall be recorded and entered into the closed meeting minutes; 5 ILCS 120/2(c)(11);
- discussion of minutes of meetings lawfully closed under the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06; 5 ILCS 120/2(c)(21).

ROLL CALL VOTE: AYES: Members Cooper, Lupescu, Purcell, and Sigale
NAYS: None Motion carried

Member Purcell moved and Member Lupescu seconded the motion to reconvene in open session.

VOICE VOTE Motion carried

The Board convened to closed session at 8:04 p.m. and reconvened to open session at 9:38 p.m.

14. ACTION RESULTING FROM CLOSED SESSION

A. Approval of Closed Session Minutes

Member Purcell moved and President Cooper seconded the motion to approve the minutes of the July 13, 2015 closed session meeting.

VOICE VOTE (*Member Lupescu Abstained*) Motion carried

B. Review of Closed Session Minutes

Member Lupescu moved and Member Purcell seconded the motion to keep the minutes from the July 13, 2015, closed session meeting permanently closed due to the confidential nature of the contents.

VOICE VOTE Motion carried

15. ADJOURNMENT

Member Lupescu moved and Member Purcell seconded the motion to adjourn the meeting.

VOICE VOTE Motion carried

The meeting was adjourned at 9:56 p.m.

John D. Cooper, President

Pamela A. Osika, Secretary

STRATEGIC GOALS ACTION PLAN 2015-2016

Student Learning: Curriculum, Instruction & Programming, inclusive of Technology for Teaching and Learning

Innovative Instructional Practices that Support Student Engagement, Achievement and Growth: Increase student engagement, growth and achievement through teacher and administrator training in and implementation of differentiated instruction, data-informed decision making and innovative instructional practices. Professional development and instructional coaching efforts will focus on:

- Differentiated and Flexible Instruction - Continuing to develop capacity for differentiated, student-centered instruction informed by performance data and formative assessment, including flexible instructional methodologies such as guided instruction, shared instructional groupings, flipped classrooms, co-teaching and integrated assistive technology. Continue to increase teacher understanding and implementation of formative assessment as a part of daily teaching and learning and to develop school building structures to support flexible instructional delivery models.
- Student Engagement in and Ownership of Learning - Increasing student engagement and ownership in the learning process through differentiated instruction, the use of goal setting, differentiated traditional and digital resources, and the development of innovative traditional and digital products for use as formative and summative assessments.
- Growth-Based Data and Reporting Systems - Development and implementation of the Student Quality & Universal Information for Reporting and Recording Educational Learning (SQUIRREL System). This system will create continuity in assessing learning and reporting progress to all stakeholders. Provide training for students, parents, teachers, and administrators to access data and instructional resources to support learning. Provide training and support for staff for inputting student evaluation and growth data.

Teacher Evaluation Framework (Year 2): Implement the District's new teacher evaluation plan aligned with the new legislative requirements to improve professional practice and promote the continual growth of each employee by:

- Continuing to expand the understanding among teachers and administrators of the major components of the evaluation framework and its implementation to improve professional practice and student outcomes, including an advanced understanding of assessment literacy, measuring student growth, and setting student growth targets, and
- Working collaboratively to refine the evaluation process to increase efficacy in supporting growth and improving teaching and learning, while also implementing the evaluation procedures and documents aligned with the new legislative requirements.

Program Evaluation and Improvement: Evaluate and engage in ongoing improvement efforts to better meet the needs of students addressed through the programs, services and curricula of:

- Biliteracy and English Learners (EL) - Transition Biliteracy program to Kingsley School and add 2nd grade to the program. Continue development of instructional techniques and practices for English Language Learners (ELL) and Biliteracy team. Identification and implementation of achievement, growth, and progress monitoring tools for learners in the Biliteracy program;
- English Language Arts (ELA) - Pilot ELA longitudinal progress report in Foundational Skills, Literature, and Informational Text. Complete development of curriculum ladder, resources, and longitudinal progress report in writing;
- Grove Children's Preschool (GCP) - Continue to review and develop instructional techniques, scheduling and environmental supports appropriate for preschool age students and continue to support certified staff in utilizing a variety of assessment methodologies and reporting to describe student progress in meaningful and family friendly ways;
- In-district Special Education Programming Options - Continue structured program review of the District's special education programs, with a focus on the Behavioral, Emotional and Social Training (BEST) Program and the Autism Program, and culminating with recommendations for ongoing improvement in the learning experiences for students;
- Kindergarten - Implement Optional Kindergarten Enrichment and Enhancement Program (OKEEP) in Title 1 schools. Gather information regarding the impacts of the program and consider value in expansion of program to all elementary schools; and
- Science - Develop units and identify resources for Next Generation Science Standards (NGSS)-linked curricular units K-8. Pilot NGSS-based learning experiences and longitudinal progress report in 7th grade.

Community Engagement: Continue promoting community awareness, support, and engagement regarding student learning and District 58 programs by:

- Continuing to enhance partnership, interface and opportunities for community engagement through online, electronic and in-person communications, aiming to increase online newsletter readership by 10% and Facebook engagement by 100%;
- Implementing the goals outlined in the District's Communications Plan;
- Developing and cultivating the District 58 brand and facilitating the use of key messages with internal and external stakeholders. This will be achieved by reviewing, updating and consistently communicating District 58's key messages with parents, staff, students and the greater community; and
- Improving internal communications among District 58 staff by adjusting the frequency of the internal newsletter from twice-monthly to once-monthly, allowing additional time to create and ensure meaningful, relevant content for staff.

Student Well-Being/Social-Emotional Learning (SEL)

Supportive Learning Environment: Continue to evaluate the school environment to identify and develop improvement plans related to establishing, maintaining and continuing to nurture a positive, caring, collaborative learning environment for students, staff, and parents by:

- Continuing to provide support for the development, implementation and review of programs and curricula that directly support students' Social and Emotional Learning (SEL) and skill development at each grade level;
- Monitoring the implementation of SEL skill instruction for all students in grades Pre-K through 8, with an emphasis on classroom teachers providing the instruction in SEL skill development through the use of research-based programs and other supplemental curricular resources;
- Continuing to offer digital citizenship learning experiences for students and increasing the tools and resources available to our teachers in this area;
- Providing targeted staff development to increase knowledge and skills in supporting positive and safe school environments and in developing the SEL skills of students and staff; and
- Using annual survey results and feedback to develop and implement individual building action plans related to improving SEL, skill development and the learning environment within each building as led by Building Leadership Teams.

Facilities, Finance, Operations and Maintenance ***inclusive of Technology for Teaching and Learning***

Business Services and Personnel Department Improvements:

- All Business Office staff will be working to transition to using the new Infinite Visions financial administrative software system including the personnel administration module and the benefits insurance tracking module.
- Business Office staff will also be working to transition the health benefits provider from Humana to Aetna beginning January 1, 2016.

Technology Access and Infrastructure:

- Special education and building leadership teams will work to transition to a new IEP and 504 documentation system with a focus on improving efficiencies and maintaining special education compliance to allow for a greater focus on students and student planning.
- District 58 will continue to monitor and enhance the network infrastructure to ensure robust and reliable Internet access for all users. Upgrades will be made to wireless access points, the network firewall and bandwidth. In addition, the process of upgrading the wide area network hardware and contract will be initiated.

Fiscally Responsible and Transparent Budgeting: Administer the District in a fiscally responsible manner while being responsive to State-imposed changes by:

- Monitoring legislative discussions and new laws impacting school funding and/or expenditures/obligations,
- Budgeting proactively in light of legislative changes,
- Continuing to work with the Financial Advisory Committee (FAC), and
- Developing new financial reports for use with the Board of Education and community based on the new Infinite Visions financial administrative software system.

Affordable Care Act: Continue to evaluate and plan for implementation requirements related to the Affordable Care Act (ACA) by:

- Monitoring the impact of and making budgetary and health care benefits adjustments in accordance with implementation of the ACA, and
- Understanding, planning for and implementing required reporting procedures related to the ACA.

Facility Needs, Improvement and Planning: Continue the review of facilities and establish a plan to address prioritized facilities needs by:

- Monitoring all facilities related projects occurring during summer of 2015,
- Planning for and implementing facilities related projects for summer of 2016,
- Reviewing status/options for prioritized facilities needs including updating middle school laboratories, new phone system, etc.
- Continuing to engage and inform the community regarding plans for the District's facilities.